

**U. S. Department of Energy
Facilities Information Management System
Request for Change
Change Request #: 14-12 Rev 1**

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Program Office:	Sustainability Performance Office (SPO)			Contractor	
Proposed Change:	<p>Revision to the existing FIMS Energy Consuming data fields:</p> <p>1) EMS Site</p> <p>a. Rename to <u>Sustainability Site Number</u></p> <p>b. Change edits from optional to required for Permit and Contractor Licenses Buildings, Trailers and OSF</p> <p>c. Replace definition with:</p> <p>A three to four digit site number for sustainability reporting. Most FIMS sites have only one associated sustainability site number. Coordination is required at those sites that have more than one sustainability site number to ensure that the proper site identification number is used for each building, trailer, or other structure and facilities (OSF). The sustainability site number is available from the Sustainability Performance Office or Sustainability/Energy Manager at each site.</p> <p>2) Energy Consuming Building/Facilities (GSF)</p> <p>a. Rename to <u>Goal Subject Facilities (GSF)</u></p> <p>b. Change edits from optional to required for Permit and Contractor Licenses Buildings, Trailers and OSF</p> <p>c. Replace definition with:</p> <p>Square footage reported under the Goal Subject Facilities category for sustainability reporting as required in DOE Order 436.1 or updates to this Order. This square footage represents buildings, trailers, or other structures and facilities (OSF) for which DOE funds energy being consumed for heating, cooling, ventilation, and lighting or to service water heating energy load requirements of the facility. Keep in mind depending on the energy usage intensity, the square footage for the facility may be considered Excluded. Coordinate with the site Sustainability/Energy manager to ensure square footage is being reported under the correct category. Furthermore, a portion of the square footage may be considered Goal Subject with another portion as Excluded (see section for more information).</p> <p>If DOE funds are used to pay for all the energy usage (including electricity, natural gas, heating, steam, etc.), the square footage is to be included in this category. If the building owner pays for any portion of the energy usage, do not use this category.</p> <p>If the facility does not consume energy, zero (0) must be entered.</p> <p>NOTE: All updates for fiscal year sustainability reporting must be completed prior to the FIMS Deferred Maintenance database snapshot date (usually the last day in September). The data field is protected from updating between the FIMS Deferred Maintenance database snapshot date (usually the first Monday in October) and the FRPC database snapshot date (usually around the middle of November). After the FRPC database snapshot date, the data field is once again made available for</p>				

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updating.

3) Energy Consuming Metered Process (Excluded) Facilities (GSF)

- a. Rename to Excluded Facilities (GSF)
- b. Change edits from optional to required for Permit and Contractor Licenses Buildings, Trailers and OSF
- c. Replace definition with:

Square footage reported under the Excluded Facilities category for sustainability reporting as required in DOE Order 436.1 or updates to this Order. This square footage represents buildings, trailers, or other structures and facilities (OSF) for which DOE funds energy usage but is excluded from the building energy intensity reduction goals established by the National Energy Conservation Policy Act (NECPA) and Energy Independence and Security Act of 2007 (EISA). Every year each site must prepare an updated list of excluded buildings and self-certify the list along with the justification for exclusion as outlined in the FEMP publication Guidelines Establishing Criteria for Excluded Buildings dated January 27, 2006. Only facilities on the Excluded list are to be reported in this category.

If the facility is not excluded or does not consume energy, zero (0) must be entered.

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4) Exclusion Part

- a. Change edits from optional to required for Permit and Contractor Licenses Buildings and Trailers
- b. Replace definition with:

Select the category that best describes the justification for excluding a facility from the energy intensity reduction goals of the National Energy Conservation Policy (NECPA) and Energy Independence and Security Act of 2007 (EISA). The FEMP publication Guidelines Establishing Criteria for Excluded Buildings dated January 27, 2006 provides general guidelines. The annual reminder to provide a self-certified list of exclusions will provide additional guidance for selecting the proper Exclusion Part. Choose one of the following:

B - Privately owned - Building(s) that is/are privately owned and privately occupied but happen to be co-located on Federal land or military installation.

C - Fully serviced lease - Building(s) that have Full Serviced Leases.

D - Essentially only lighting - Building(s) that is/are essentially structures such as outside parking garages which consume essentially only lighting energy, yet are classified as buildings.

E - Skewed energy usage - Building(s) where energy usage is skewed significantly

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due to reasons such as: buildings entering or leaving inventory during the year, buildings down-scaled operationally to prepare for decommissioning and disposal, and buildings undergoing major renovation.

F - Lease some energy provided - This applies to leased spaces where the Government may pay for some energy but not all, the space comprises only part of the building, or the lease limits the ability to undertake energy conservation measures.

G - Metered intensive loads - Separately -metered energy intensive loads that are driven by mission and operational requirements, not necessarily buildings, and not influenced by conventional building energy conservation measures.

H - Impracticability - This applies to building(s) that can demonstrate four critical findings: 1) Energy requirements are impracticable; 2) All Federally required energy management reports have been completed and submitted; 3) Achieved compliance with all energy efficiency requirements; and 4) Implementation of all practicable, life cycle cost-effective projects.

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5) Justification Comment

a. Change edits from optional to required for Permit and Contractor Licenses Buildings and Trailers

b. Replace definition with:

This field is used to provide a narrative justification as to why the building has been excluded. The justification should be brief but yet provide enough detail to allow senior management to understand the reason for the exclusion. A justification must be provided for each excluded building. Below are several examples of justifications that were flagged along with their updated versions. In addition there are samples of good justifications.

- Original - Poor: Driven by mission and operational requirements.

Revised - Good: Building down-scaled operationally temporarily, metered separately. This building supports the water infrastructure to a portion of the site that is temporarily closed.

- Original - Poor: Impracticability based on performance of a national security function.

Revised - Good: High-energy, mission driven building, due to national security. This building is metered separately, all ECMs have been reviewed.

- Original - Poor: Shared meter

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	<ul style="list-style-type: none"> • Revised - Good: Shed only uses minimal lighting. Shared meter. <p>Good justifications:</p> <ul style="list-style-type: none"> - Downscaled, awaiting D&D or disposition - Building down-scaled operationally temporarily, metered separately. This area is currently under construction and will open soon FY13. - Building consumes essentially only lighting energy. Lighting can be no more efficient in a life-cycle cost effective manner. - All utilities included in the lease. - ACCELERATOR. Energy usage in this building is driven by programmatic requirements for large machines which are significantly different from conventional building requirements. Part of metered energy intensive loads whose group is metered and their consumption will be reported annually as part of process load. <p>NOTE: All updates for fiscal year sustainability reporting must be completed prior to the FIMS Deferred Maintenance database snapshot date (usually the last day in September). The data field is protected from updating between the FIMS Deferred Maintenance database snapshot date (usually the first Monday in October) and the FRPC database snapshot date (usually around the middle of November). After the FRPC database snapshot date, the data field is once again made available for updating.</p> <p>6) Non-Energy Consuming Building/Facility (GSF)</p> <ol style="list-style-type: none"> a. Rename to <u>Non-Energy Consuming Facilities (GSF)</u> b. Change edits from optional to required for Permit and Contractor Licenses Buildings and Trailers c. Replace definition with: <p>Square footage that does not consume energy. For facilities that have areas that consume energy and areas that do not consume energy, this would be the remaining square footage after the energy consuming Goal Subject Facilities and Excluded Facilities square footage have been subtracted from total gross square footage. For DOE Owned buildings and trailers the sum of the two energy consuming categories along with the non-energy consuming category must equal the total gross square footage. For non-DOE owned buildings, this category may reflect a negative value if the energy consuming square footage is greater than the ingrant square footage reported in FIMS.</p> <p>If the buildings is non-DOE owned and the building owner pays for all or part of the energy usage (including heating), the square footage is to be placed into the Excluded Facilities field.</p> <p>NOTE: All updates for fiscal year sustainability reporting must be completed prior to the FIMS Deferred Maintenance database snapshot date (usually the last day in September). The data field is protected from updating between the FIMS Deferred Maintenance database snapshot date (usually the first Monday in October) and the FRPC database snapshot date (usually around the middle of November). After the FRPC database snapshot date, the data field is once again made available for updating.</p>
Justification:	These changes will align the FIMS data fields with the current SPO requirements.
Please Do Not Type Below This Line	

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FAC Remarks:	08/27/14 - FAC recommends change 14-12 using the language in Revision 1.
OAPM Remarks:	
FDDC Remarks:	
Implemented:	09/04/2014 – Implemented into FIMS v2.20